

EMPLOYEE TRAINING RECORD		
TRAINING TITLE Tractors - Sweeper Attachment		
<div style="text-align: center; margin-bottom: 10px;">KEY TEACHING POINTS</div> <ul style="list-style-type: none"> Sweep only in daylight or in good artificial light. Never make a sweeper height adjustment while the engine is running, if the operator must dismount to do it. Check the blade mounting bolts for proper tightness at frequent intervals. Shut the engine off when removing grass or unclogging finger reels of debris. Keep all shields in place. Keep people and pets a safe distance away from the sweeper. The controls will do only what they are intended to do. Study the instructions in the owner's manual and learn to use them correctly. Keep hands away from controls unless you intend to use them. Keep a fire extinguisher available to the tractor operator. Keep it mounted, inspected and serviced at all times. Engage drive clutch pedal gradually. If pedal is depressed quickly, front of sweeper may jump which could cause a loss of steering control. Never use a sweeper for other than its intended use which is to remove leaves, grass and light debris. To avoid possible serious bodily injury, do not refuel sweeper with engine running or while engine is hot. Vapors from fuel, or fuel coming in contact with engine may cause a fire or an explosion. Do not refuel tank while smoking or near an open flame. Keep fire and intense heat away from fuel storage area as the surrounding air contains highly explosive vapors. To avoid possible serious bodily injury, when starting engine always disengage clutches, engage parking brake and shift transmission into neutral. In order to minimize the possibility of tipping, the least dangerous method of sweeping on hills and terraces is to sweep up and down the slope (vertically) instead of along the side (horizontally). It is also advisable to avoid any unnecessary turns while operating on hills. To avoid possible serious bodily injury, before making any adjustments and when removing foreign matter from hopper and undercarriage area, disengage reel clutch, engage parking brake, shift transmission into neutral, stop engine, remove key from ignition and remove spark plug wire from spark plug. To prevent excessive wear of belts, belt guides must not rub belts while unit is operating with reel clutch engaged. Belts may fly off and cause serious bodily injury. 		
TEST		
QUESTION	ANSWERS	
	TRUE	FALSE
1 Never use a sweeper for other than its intended use which is to remove leaves, grass and light debris.		
2 Shut the engine off when removing grass or unclogging finger reels of debris.		
3 Check the blade mounting bolts for proper tightness at frequent intervals.		
4 Belts may fly off and cause serious bodily injury.		
5 Keep people and pets a safe distance away from the sweeper.		
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE
INSTRUCTOR'S NAME	INSTRUCTOR'S SIGNATURE	DATE